



Minutes
Glendive Job Service Employers Committee
August 7, 2007
Yellowstone River Inn

MEMBERS PRESENT

Peg Iba	Horizons/Iba Drilling
Valerie Limesand	Boys and Girls Club
Tim Wall	Community First Bank
Jim Germann	Glendive Schools
Lonnie Cross	Job Service

MEMBERS ABSENT

Nick Haag	MDU
Bill Wade	Mid-Rivers
Lee Boyles	Glendive Medical Center
Sandi McGovern	Glendive Medical Center
Kim Trangmoe	Chamber of Commerce & Ag
Cindy Berg	Eastern Montana Industries
Pat Cunningham	Dawson Community College
Steve Olson	Job Service

CALL TO ORDER

12:15 Tim Wall, Treasurer

MINUTES

IBA/GERMANN Moved to accept as emailed

TREASURER'S REPORT

July financials were submitted by Treasurer Tim Wall:

July Income:	Interest	\$ 3.20
	Beck Seminar (misplaced check)	\$ 480.00
	TOTAL	\$ 483.20
July Expense		\$ 0.00
ENDING BALANCE		\$6,410.12

AUDIT: Probably an after-the-summer-ends activity!

Committee Members: Pat Cunningham, Kim Trangmoe, Nick Haag, and Steve Olson

501(c) 6: Decided by consensus that we will not worry about obtaining a 501(c)6 for the Glendive JSEC. We used the MSEC's 501(c)3 one time in the last several years, and the feeling is it is not worth the time and the money to obtain the designation.

CORRESPONDENCE

Tim expressed thanks for the group's sympathy on the passing of his father. No other correspondence today.

NEWSLETTER

Darla sent a list of topics she'd like to touch on in the next JSEC newsletter: 1) Labor Law seminar in September, 2) 5 in 1 poster info, 3) 14 and 15 year old wage and hour laws, 4) Career Fair, 5) Regional Director and Manager Info, 6) Job Order Process (JS staff needs info on hires and wages to close the job order), 7) Comparative costs of posting a job online (as a margin box or the way we used to plug NOT purchasing posters), and 8) WIRED (Workforce Innovation in Regional Economic Development). Her plan is to have the newsletter published and

emailed/mailed no later than the last week in August. If anyone has additional topics, please call Darla 377-3314 or email her dhandran@mt.gov.

OLD BUSINESS

JSEC CLASSIC Tim had not received the bills from the Cottonwood Country Club as of this meeting, therefore he has not been able to finalize the profit/loss statement. Next meeting.

JSEC Classic Committee: Tim Wall, chair, Valerie Limesand, Sandi McGovern, Kim Trangmoe, Cindy Berg, and Lonnie Cross.

CAREER FAIR: The Career Fair Committee has met twice already. Ross Farber, Washington Middle School Principal, was in attendance at the second meeting, providing excellent ideas and insight on how to best include our 8th grade students. The date has been tentatively set for Wednesday, November 7th, in the Dawson County High School gym. The starting time has been moved back into the morning so that we can provide about an hour for the 8th graders to have a guided tour of the Fair (before the older students come), plus 3 career/job seeking related, 10 minute activities, which will occur on the mezzanines—Application Process, Interview, Dress for Success Style Show.

Valerie created and presented a VOLUNTEER LIST with the various tasks and duties that need people on the DAY along with the time of the day needed and the length. This will allow our JSEC members to plan where each can contribute to this event on November 7th. Lonnie at Job Service is currently in possession of the master copy of the list. Call her to ask how/where/when you can help. (I will get the electronic copy from Valerie and email it to all members so you can ponder how you fit into this project.)

NEXT Committee Meeting: August 14th 10 a.m. Basement of the Courthouse (Old Library) Main Room

Career Fair Committee: Sandi McGovern, Jim Germann, Peg Iba, Cindy Berg, Valerie Limesand, Sue Peterson from GMC (thank you, Sandi), Connie Balcer, WIRED Rep, and Lonnie Cross.

SEMINAR Lonnie received word that Jeanne Bender, Labor Law Attorney and editor of the Labor Law Letter, will be available to come to Glendive the morning of September 14th to speak with our business community! The Seminar Committee (Pat, Kim, Lee) has been informed of the news. Today's group decided to charge \$20 per person to attend this presentation. The first choice meeting room is the Carney Conference Center—all three rooms preferred. Second choice will be the basement of the courthouse. Lonnie is working with Peg on nailing down the room. Lonnie discovered that you cannot reserve the Carney Conference Center more than 1 month in advance, so the call to GMC will be made TUESDAY, and at that point the location will be established. Peg has reserved the Courthouse as a back up. {The Carney Conference Center was secured for the seminar.}

Ms. Bender requested a list of topics that would be of interest to our local business community. Tim recalled the case law-article in a recent Labor Law Letter where a Costco employee was fired for eating day-old doughnuts to begin the brainstorming! The group present landed on this list: 1) Video taping, what can and can't be used, 2) Hiring and working with the youngest workforce (14 and 15 year olds), 3) One person filling two positions—is there any way to avoid overtime? 4) Pre-employment physicals and screenings—guidelines. 5) Anything related to pay. 5) EEO reporting/requirements. Please email or call Lonnie with any other ideas. She will email Jeanne Bender as new ideas arise.

ANOTHER TOPIC: Peggy brought information on a presenter that is coming to the area through Horizons. She thought the JSEC might like to offer the entire business community the chance to hear this speaker. The date for Bob Wendover is OCTOBER 2, 2007. His topics include Age Diversity in the Workplace, Recruitment and Retention, Succession Planning, The Changing Faces of Customer

Service. It looks like excellent information and you can review it by going online: www.gentrends.com/bob_wendoever.html OR Lonnie printed out the web info. Call her to have it sent or stop by Job Service. The Seminar Committee was forwarded this info to consider.
Seminar Committee: Pat Cunningham, Lee Boyles, Kim Trangmoe

NEW BUSINESS

BUSINESS ADVISORY COMMITTEE Pat was not able to attend this meeting.

ANNOUNCEMENTS

The Eastern Plains Workforce System has attained 1-Stop Status. The decision was made by the 1-Stop Committee, sent to the Executive Committee and confirmed during conference calls on July 26th. Our Workforce System covers MACo District 2 including Dawson, Garfield, McCone, Prairie, Richland, and Wibaux counties. We have TWO 1-Stop Centers—Glendive Job Service and Sidney Job Service. We are now “ready” to assist customers that the members of the System mutually serve in the most effective and efficient manner possible. AND we are now able to receive funding that is designated for 1-Stop Systems only.

The Independent Contractor Central Unit people from Helena will be in the Library from 7 to 8 p.m. tonight to present to the general public on the rules and regulations surround Independent Contractors and Construction Contractor Registration.

Also talked about the electronic “general” application that Job Service has available. Lonnie will email it to Jim to consider for use in the schools.

ADJOURN IBA/GERMANN 1:15 p.m.

NEXT MEETING **September 4, 2007 12:00 noon**
Yellowstone River Inn